

Single Integrated Metadata Structure (SIMS)

Country: Greece

Compiling agency: ELSTAT

Domain name: Annual Industrial Survey, 2013

Annual survey on water supply, sewerage and biological cleaning, 2013

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2. Introduction

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The annual industrial survey is conducted since 1958 and its main purpose is to collect data on the main economic figures of the manufacturing enterprises.

3. Metadata update

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3.1 Metadata last certified	October 2015
3.2 Metadata last posted	October 2015
3.3 Metadata last update	October 2015

4. Statistical presentation

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4.1 Data description

Manufacturing statistics is part of the Structural Business Statistics (SBS) and cover Annex II of these statistics. More specifically, the Industrial Survey is conducted since 1958 on a yearly basis.

The survey results are used both at national and international level for monitoring the activity of the enterprises in the sector of manufacturing and for identifying the contribution of this sector to the national income.

The purpose of the survey is to collect data on the main economic figures of manufacturing enterprises. The collected data refer to the enterprise as a whole.

Information on the basic variables of the survey can be found in section 4.4 and the legal framework of the survey is analysed in section 7.1

4.2 Classification system

The results of the survey are broken down according to the following classifications:

1. 4-digit level of economic activity of Nace Rev.2.
2. 2-digit level of regional breakdown of NUTS.

4.3 Sector coverage

The survey covers the economic activities 10-39, at 2 digit level of Nace rev2. The Nace codes are listed below:

Nace	Description
10	Manufacture of food products
11	Manufacture of beverages
12	Manufacture of tobacco products
13	Manufacture of textiles
14	Manufacture of wearing apparel
15	Manufacture of leather and related products
16	Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials
17	Manufacture of paper and paper products

18	Printing and reproduction of recorded media
19	Manufacture of coke and refined petroleum products
20	Manufacture of chemicals and chemical products
21	Manufacture of basic pharmaceutical products and pharmaceutical preparations
22	Manufacture of rubber and plastic products
23	Manufacture of other non-metallic mineral products
24	Manufacture of basic metals
25	Manufacture of fabricated metal products, except machinery and equipment
26	Manufacture of computer, electronic and optical products
27	Manufacture of electrical equipment
28	Manufacture of machinery and equipment n.e.c.
29	Manufacture of motor vehicles, trailers and semi-trailers
30	Manufacture of other transport equipment
31	Manufacture of furniture
32	Other manufacturing
33	Repair and installation of machinery and equipment
35	Electricity, gas, steam and air conditioning supply
36	Water collection, treatment and supply
37	Sewerage
38	Waste collection, treatment and disposal activities; materials recovery
39	Remediation activities and other waste management services

4.4 Statistical concepts and definitions

The definitions of the variables of the Annual Industrial Survey are laid down in the Implementing Regulation (EC) 250/2009 of 11 March 2009 :

<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2009:086:0001:0169:EN:PDF>

4.5 Statistical unit

The manufacturing enterprise employing 10 persons and over.

4.6 Statistical population

All the manufacturing enterprises that are located in Greece and they employ 10 persons and over.

4.7 Reference area

Greece total.

4.8 Time coverage

The survey is an annual survey and it was first conducted in 1958.

4.9 Base period

Not applicable.

5. Unit of measure

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Amounts are expressed in euro and all the other variables are units.

6. Reference period

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7. Institutional mandate

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7.1 Legal acts and other agreements

The legal framework concerning the organization and operation of ELSTAT is as follows:

- **Law 3832/2010** (Government Gazette No 38, Issue A): *"Hellenic Statistical System Establishment of the Hellenic Statistical Authority (ELSTAT) as an Independent Authority"*, as amended by article 90 paragraphs 8 and 9 of the Law 3842/2010 (Government Gazette No 58, Issue A): *"Restoration of fiscal justice, confrontation of tax evasion and other provisions"*, by article 10 of the Law 3899/2010 (Government Gazette No 212, Issue A): *"Urgent measures for the implementation of the assistance program of the Greek Economy"*, by article 45 of the Law 3943/2011 (Government Gazette No 66, Issue A): *"Combating tax evasion, staffing of auditing services and other provisions falling within the competence of the Ministry of Finance"*, by article 22 paragraph 1 of the Law 3965/2011 (Government Gazette No 113, Issue A): *"Operations Reform of the Consignment and Loan Fund, Public Debt Management Agency, Public Enterprises and Government bodies, the establishment of the General Secretary of Public Property and other provisions"*, by article first of the Law 4047/2012 (Government Gazette No 31, Issue A): *"Ratification of the Act of Legislative Content "Very urgent measures for the implementation of the Medium-term Fiscal Strategy 2012-2015 and of the State Budget for 2011" and of the Act of Legislative Content "Regulation of very urgent issues for the implementation of law 4024/2011 "Pension provisions, uniform pay scale - grading system, labour reserve and other provisions for the implementation of the Medium-term Fiscal Strategy Framework 2012-2015" and of issues falling within the competence of the Ministries of Administrative Reform and E-Governance, Interior, Finance, Environment, Energy and Climate Change, and of Education, Lifelong Learning and Religious Affairs and related to the implementation of the Medium-term Fiscal Strategy Framework 2012-2015" and other provisions"*, by article 323 of the Law 4072/2012 (Government Gazette No 86, Issue A): *"Improvement of the business environment New corporate form - Trade Marks - Realtors - Regulating maritime, port and fishing matters and other provisions"* and by article 7 paragraph 1 of the Act of Legislative Content dated 18/11/2012 (Government Gazette No 228, Issue A): *"Financial rules and other provisions"*, by Article 93 of the Law 4182/2013 (Government Gazette No 185, Issue A): *"Code of charitable estate, inheritances in abeyance and other provisions"*, by Article 6 paragraph 8 of the Law 4244/2014 (Government Gazette 60, Issue A): *"Integration in Greek law of the Council Directive 2013/1/EU of 20 December 2012 amending Directive 93/109/EC as regards certain detailed arrangements for the exercise of the right to vote and stand as a candidate in elections to the European Parliament for citizens of the Union residing in a Member State of which they are not nationals and amendment of law 2196/1994 (A' 41) and other provisions"*, by Article first subparagraph C.3 of the Law 4254/2014 (Government Gazette No 85, Issue A): *"Measures for the support and development of the Greek economy, in the context of the implementation of Law 4046/2012, and other provisions of law"* and by Article 33, paragraphs 5a and 5b of the Law 4258/2014 (Government Gazette No 94, Issue A): *"Demarcation process and arrangements of matters for streams - arrangements of Urban Planning legislation and other provisions"*.
- **Regulation on the Operation and Administration of the Hellenic Statistical Authority** (ELSTAT), 2012, (Government Gazette No 2390, Issue B, 28-8-2012)
- **Regulation (EC) No 223/2009 of the European Parliament and of the Council**, on the European statistics (Official Journal of the European Union L 87/164).
- **Article 14 of the Law 3470/2006** (Government Gazette No 132, Issue A): *"National Export Council, tax regulations and other provisions"*.
- **Article 3, paragraph 1c, of the Law 3448/2006** (Government Gazette No 57, Issue A): *"For the further use of information coming from the public sector and the settlement of matters falling within the responsibility of the Ministry of Interior, Public Administration and Decentralization"*.
- **European Statistics Code of Practice**, adopted by the Statistical Programme Committee on 24 February 2005 and promulgated in the Commission Recommendation of 25 May 2005 on the

independence, integrity and accountability of the national and Community statistical Authorities, after its revision, which was adopted on 28 September 2011 by the European Statistical System Committee.

- **Presidential Decree 226/2000** (Government Gazette No 195, Issue A): *“Organization of the General Secretariat of the National Statistical Service of Greece”*.
- **Articles 4, 12, 13, 14, 15 and 16 of the Law 2392/1996** (Government Gazette No 60, Issue A): *“Access of the General Secretariat of the National Statistical Service of Greece to administrative sources and administrative files, Statistical Confidentiality Committee, settlement of matters concerning the conduct of censuses and statistical works, as well as of matters of the General Secretariat of the National Statistical Service of Greece”*.
- Regulations 58/97 and 295/2008 of the European Parliament and of the Council
- Regulations 250/2009 and 251/2009 of the European Parliament and of the Council

7.2 Data sharing

No agreements

8. Confidentiality

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8.1 Confidentiality policy

The issues concerning the observance of statistical confidentiality by the Hellenic Statistical Authority (ELSTAT) are arranged by articles 7, 8 and 9 of the Law 3832/2010 as in force, by Articles 8, 10 and 11(2) of the Regulation on Statistical Obligations of the agencies of the Hellenic Statistical System and by Articles 10 and 15 of the Regulation on the Operation and Administration of ELSTAT.

More precisely:

ELSTAT disseminates the statistics in compliance with the statistical principles of the European Statistics Code of Practice and in particular with the principle of statistical confidentiality.

8.2 Confidentiality – data treatment

- ELSTAT protects and does not disseminate data it has obtained or it has access to, which enable the direct or indirect identification of the statistical units that have provided them by the disclosure of individual information directly received for statistical purposes or indirectly supplied from administrative or other sources. ELSTAT takes all appropriate preventive measures so as to render impossible the identification of individual statistical units by technical or other means that might reasonably be used by a third party. Statistical data that could potentially enable the identification of the statistical unit are disseminated by ELSTAT if and only if:
 - a) these data have been treated, as it is specifically set out in the Regulation on Statistical Obligations of the agencies of the Hellenic Statistical System (ELSS), in such a way that their dissemination does not prejudice statistical confidentiality or
 - b) the statistical unit has given its consent, without any reservations, for the disclosure of data.
- The confidential data that are transmitted by ELSS agencies to ELSTAT are used exclusively for statistical purposes and the only persons who have the right to have access to these data are the personnel engaged in this task and appointed by an act of the President of ELSTAT.
- ELSTAT may grant researchers conducting statistical analyses for scientific purposes access to data that enable the indirect identification of the statistical units concerned. The access is granted provided the following conditions are satisfied:
 - a) an appropriate request together with a detailed research proposal in conformity with current

scientific standards have been submitted;

b) the research proposal indicates in sufficient detail the set of data to be accessed, the methods of analyzing them, and the time needed for the research;

c) a contract specifying the conditions for access, the obligations of the researchers, the measures for respecting the confidentiality of statistical data and the sanctions in case of breach of these obligations has been signed by the individual researcher, by his/her institution, or by the organization commissioning the research, as the case may be, and by ELSTAT.

- Issues referring to the observance of statistical confidentiality are examined by the Statistical Confidentiality Committee (SCC) operating in ELSTAT. The responsibilities of this Committee are to make recommendations to the President of ELSTAT on:
 - the level of detail at which statistical data can be disseminated, so as the identification, either directly or indirectly, of the surveyed statistical unit is not possible;
 - the anonymization criteria for the microdata provided to users;
 - the granting to researchers access to confidential data for scientific purposes.
- The staff of ELSTAT, under any employment status, as well as the temporary survey workers who are employed for the collection of statistical data in statistical surveys conducted by ELSTAT, who acquire access by any means to confidential data, are bound by the principle of confidentiality and must use these data exclusively for the statistical purposes of ELSTAT. After the termination of their term of office, they are not allowed to use these data for any purpose.
- Violation of data confidentiality and/or statistical confidentiality by any civil servant or employee of ELSTAT constitutes the disciplinary offence of violation of duty and may be punished with the penalty of final dismissal.

ELSTAT, by its decision, may impose a penalty amounting from ten thousand (10,000) up to two hundred thousand (200,000) euro to anyone who violates the confidentiality of data and/or statistical confidentiality. The penalty is always imposed after the hearing of the defense of the person liable for the breach, depending on the gravity and the repercussions of the violation. Any relapse constitutes an aggravating factor for the assessment of the administrative sanction.

9. Release policy

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9.1 Release calendar

The publication of the survey results are not included in the Press Releases Calendar.

9.2 Release calendar access

9.3 User access

In compliance with EU Regulations, the National Legal Framework and the European Statistics Code of Practice, ELSTAT disseminates the national statistics through its website, by respecting scientific independence and in an objective, professional and transparent manner in which all users are treated equitably.

10. Frequency of dissemination

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Yearly.

11. Dissemination format	Top
11.1 News release	<p>No Press Release was published for the year 2013.</p>
11.2 Publications	<p>General Publications (Statistical Yearbooks) are available at the link : http://dlib.statistics.gr/portal/page/portal/ESYE</p> <p>General Concise Publications (Concise Statistical Yearbooks) are available at the link : http://dlib.statistics.gr/portal/page/portal/ESYE/categoryyears?p_cat=10007372&p_topic=10007372</p> <p>Special Publications (years 1958-1993) are available at the link : http://dlib.statistics.gr/portal/page/portal/ESYE/categoryyears?p_cat=10007989&p_topic=10007989</p> <p>General Publications for the European Structural Business Statistics are available at the link : http://ec.europa.eu/eurostat/web/structural-business-statistics/data/main-tables</p>
11.3 On-line database	<p><u>11.3.1 Data tables - consultations</u></p> <p>The total amount of consultations amounted to 2,035 hits.</p>
11.4 Micro-data access	<p>For confidentiality reasons, users have not access to micro data. Micro data are made available to users after their submitting a request to the Division of Statistical Information and Publications/ Section of Dissemination of Statistical Information and after the approval of the Statistical Confidentiality Committee, fully ensuring data confidentiality.</p>
11.5 Other	<p>Tables with the survey results are available at the link : http://www.statistics.gr/el/statistics/-/publication/SIN09/-</p> <p><u>11.5.1 Metadata – consultations</u></p> <p>The total number of consultations amounted to 2,035 hits.</p>
12. Accessibility of documentation	Top
12.1 Documentation on methodology	<p>The methodological manual that is used for the conduct of the survey is available at the following link: http://www.statistics.gr/portal/page/portal/ESYE/PAGE-themes?p_param=A0302&r_param=SIN09&y_param=MT&mytabs=0</p> <p>Moreover, the applied methodology is fully in line with the methodology proposed by Eurostat.</p> <p><u>12.1.1 Metadata completeness - rate</u></p> <p>Metadata completeness rate is estimated at 95%.</p>

12.2 Quality documentation

The survey results are checked by means of a validation tool which has been elaborated by Eurostat, in order to ensure consistency among Member States as regards checking and quality of results.

13. Quality management

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13.1 Quality assurance

The mission of the Hellenic Statistical Authority (ELSTAT) is to safeguard and continuously improve the quality of the statistics of Greece.

The Quality Policy of ELSTAT is posted at the following link:

<http://www.statistics.gr/documents/20181/2571f853-1e37-46da-9387-595bbe2a162b>

As regards the annual industrial survey, the data quality is ensured through all the stages of the compilation of statistics by means of the following steps:

1. Training of the statistical interviewers
2. Adjustment of the questionnaire, where possible, to the National General Accounting Framework, aiming at facilitating the enterprise to fill in the questionnaire.
3. Analytical and thorough checks of every questionnaire as regards the attached documentation
4. Cross-checks of variables in relation with the previous year on the basis of primary data
5. Implementation of all the correction rules and relevant standards which are laid down by Eurostat.

13.2 Quality assessment

Additional checks are carried out before the finalisation of data, such as consistency checks and comparisons with other surveys, etc.

Upon reception of the survey results of all Member States, Eurostat carries out the final quality checks and grants its approval for the publication of the data.

14. Relevance

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14.1 User needs

The economic data of the enterprises are very important for research carried out by students, universities and research institutes. In addition, there is a growing need for micro data, which may be granted to users after the approval of the Statistical Confidentiality Committee of ELSTAT.

14.2 User satisfaction

The competent Division carries out a User Satisfaction Survey. The results of this Survey are available at the following link:

<http://www.statistics.gr/en/user-conference>

Moreover, ELSTAT organises on a yearly basis a User Conference.

14.3 Completeness

The survey covers all the variables that are laid down by EU Regulations.

15. Accuracy and reliability

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15.1 Overall accuracy

The survey is conducted exhaustively on all the enterprises employing 10 persons and over. In case of non-response, the relevant data are imputed. The imputations are very precise due to the big number of enterprises.

The data on the basic variables of the enterprises employing less than 10 employees are imputed on the basis of the relevant data of the corresponding variables of manufacturing enterprises employing 10-19 employees deriving from the Business Register of ELSTAT.

15.2 Sampling error

Not applicable, no sampling.

15.3 Non-sampling error

15.3.1 Coverage error

A coverage error occurs when specific members of the target population cannot be included in the sample. Coverage error results from gaps between the sampling frame and the total population.

15.3.1.1 Over-coverage – rate

1. In case the turnover coming from the secondary activity of the enterprise (usually more than 30%) is bigger than that of the manufacturing activity, the Register is updated with this change.
2. In case the number of employees is getting smaller in the course of time and the enterprise has less than 10 employees, this specific enterprise is put out of the “population” of the survey.

15.3.1.2 Common units – proportion

Not applicable; the survey is a census survey.

15.3.2 Measurement error

This kind of errors is eliminated by giving clear guidelines for the completion of the questionnaire.

In case of incomplete filling in of questionnaires, the responsible of the enterprises (accountant) is contacted in order to get more clarifications on the questionnaire.

15.3.3 Non response error

In case of non-response, the following steps are made:

- A letter is sent to the enterprise that has not responded
- The competent employee of the Accounting section of the enterprises is contacted over the telephone, more than once.

15.3.4 Processing error

Quantitative checks are carried out on the data base, in order to correct any mistakes during data entry. No other processing errors are identified because logical checks and cross-checks with administrative data (tax returns transmitted by the enterprises) are carried out.

15.3.5 Model assumption error

The data of the enterprises employing less than 10 persons are imputed. Any error that may occur from this estimation is the fact that not all the sectors are represented at 4-digit and 3-digit level of Nace Rev.2.

16. Timeliness and punctuality	Top
16.1 Timeliness	
The results are published at T+18 months (T= the end of the reference year of the survey)	
16.2 Punctuality	
The final results are transmitted to Eurostat 18 months after the end of the reference year. Once transmitted and approved by Eurostat, they are made available at national level.	
17. Comparability	Top
17.1 Comparability - geographical	
<p>The survey covers Greece total.</p> <p>Until 2007, the data were characterised by geographical comparability because the survey unit was the manufacturing establishment (of the local unit).</p> <p>From 2008 onwards, the survey unit is the enterprise. This affects comparability at the level of the region, because the enterprise, statistically, is recorded in the region where its registered office is located.</p> <p><u>17.1.1 Assymetry for mirror flows statistics – coefficient</u></p> <p>Not applicable.</p>	
17.2 Comparability over time	
The survey results are comparable over time at the level of the Country.	
18. Coherence	Top
18.1 Coherence cross-domain	
<p><u>18.1.1 Coherence – sub annual and annual statistics</u></p> <p>SBS data are not fully coherent with STS data, on account of different periodicity and definitions.</p> <p>The data are coherent as regards the tendency with the turnover index in industry, the production index in industry and the corresponding employment index.</p> <p><u>18.1.2 Coherence – National Accounts</u></p> <p>The National Accounts Division is the main (internal) user of the survey results, which are fully coherent with National Accounts.</p>	
18.2 Coherence – internal	
The survey results are in line with the Labour Force Survey in terms of employment.	
19. Cost and burden	Top
Response burden on the surveyed enterprises refer to the time needed for filling in the survey questionnaire.	
20. Data revision	Top
20.1 Revision policy	

The revision of data, if necessary, is based on the circular concerning the Revision Policy of ELSTAT, which is available at the following link:

<http://www.statistics.gr/en/policies>

20.2 Revision practice

The above Policy is applied.

21. Statistical processing

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21.1 Source data

The primary data (per row) is a set of accounting records.

The survey questionnaires, in a processable format, are available at the following link:

<http://www.statistics.gr/el/statistics/-/publication/SIN09/->

21.2 Frequency of data collection

The frequency of data collection is annual.

21.3 Data collection

At a first stage, the survey questionnaire is sent by post to the enterprise, accompanied by a letter describing the survey process and urging the respondents to cooperate.

15-20% of the enterprises respond to the questionnaire.

At a second stage, statistical interviewers are appointed in order to contact with the enterprises aiming at collecting the questionnaires.

The employees of the competent Section of ELSTAT contact with the “big” enterprises or with those who deny cooperating with the statistical interviewers, in order to collect the questionnaire.

21.4 Data validation

The primary data are checked in terms of quality by means of comparisons with tax documents. Subsequently, thorough checks are carried out on all the material:

1. Logical checks among the variables, per questionnaire
2. Cross-checks on the data of the same enterprise as regards the corresponding data of previous years
3. Checks per variable for identifying any deviations from the data of the previous year
4. Use of an edit tool provided by Eurostat for identifying any warnings

21.5 Data compilation

The tables are compiled in accordance with EU Regulations 250/2009 and 251/2009 which lay down the description and the sets of variables to be collected by Member States for meeting the needs of Eurostat.

21.5.1 Imputation – rate

Not applicable.

21.6 Adjustment

21.6.1 Seasonal adjustment

Not applicable, the survey is a yearly survey.

22. Comment

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